Los Angeles County Commission on Local Governmental Services

383 Kenneth Hahn Hall of Administration
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Los Angeles, California 90012
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Chairperson
Richard J. Rosenthal, CRE

Vice-Chairperson
Patricia G. Gray

Wendy M. Brogin, A.I.C.P.
Walter P. Coombs
Shana E. Epstein.
Gordon Gray
Rodrigo A. Guerra, Jr.
Algird Leiga
Sharon Martinez
Deborah H. O'Connor
Kenneth D. Rozell
William Selditz
David Spence
Terri Tippit
Benjamin "Frank" Venti

MINUTES

September 7, 2004 Meeting
320 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Chairperson Rosenthal called the meeting to order at 9:20 a.m.

APPROVAL OF AUGUST 3, 2004 MINUTES
On motion of Commissioner Venti, seconded by Commissioner Leiga, the Commission unanimously approved the August 3, 2004 Minutes.

CHAIRPERSON'S REPORT
Chairperson Rosenthal reported:
* Commissioner Leiga is on today's Board of Supervisors agenda for appointment to the Quality and Productivity Commission.
* There is a Brown Act Workshop scheduled for September 23, 2004. Interested Commissioners can contact Lee Millen or Peter Papadakis in the Executive Office.
* Laura Chick will be attending the October meeting to discuss her proposal to the Los Angeles City Council regarding real estate asset management.
* Chairperson Rosenthal, Vice Chairperson Gray and Martha Littlefield met with City Councilmember Garcetti to discuss filling the Commission vacancies.
* The Chief Administrative Office issued a memo regarding the "Cities Readiness Initiative" and the City of Los Angeles is 1 of 20 cities in the pilot program.

DEMONSTRATION OF THE LOS ANGELES COUNTY ASSESSOR'S DATABASE
Vice Chairperson Gray reviewed the Commission's previous related topical discussions and discussed the Commission's intent to work with other levels of government to seek opportunities to improve real estate management services, effect maximum utilization of publicly-owned properties and create an efficiency of scale with adjacent governmental properties. One area of Commission interest has dealt with the populating the GIS System with specific public property information rather than a general designation.

Emilio Solano, Supervising Cadastral Engineer III, Mapping & GIS Services, ITD, stated that traditionally the Assessor's Office only kept track of privately-owned property, not government-owned property since it is tax exempt. He reported that the County is geo-database listing all parcels in the County with different integrated sets and the Assessor has a strong GIS system capable of doing what the Commission suggests but the application has not occurred. Currently, the database has simple applications to help citizens obtain information on their properties.

Garo Megerdichian, Supervising Cadastral Engineer II, Mapping and GIS Services, provided a demonstration of the Assessor's database abilities to locate private parcels by providing the street address or the nearest cross streets and to provide the most recent statistical information on that parcel. Currently, government-owned parcels show no valuation, sale or ownership information. An ownership application to government parcels can be applied. At this time privacy issues prevent the application of ownership. This information is on the Internet and is available to the public but it is basic information. The database can be modified for other applications but under its current format it can not provide an interface to other databases.

Peter Fonda-Bonardi, Urban Research, Chief Administrative Office, demonstrated his department's mapping system of publicly-owned property within Los Angeles County. He stated all publicly owned land and empty lots do not have addresses and there is no valuation or sales data on publicly held parcels. All publicly-owned lands only have a situs address. All privately owned parcels and empty parcels do not have a situs address. Individuals wishing to purchase publicly held parcels have a difficulty in locating the actual owner. The passage of Proposition 218 allowed special districts to tax public parcels. The CAO's Urban Research and the Real Estate Division located County improved parcels and attached situs addresses to them in the parcel database. All County-owned parcels having buildings on them now have situs and mailing addresses. This is not true for adjacent publicly-owned agencies. The CAO started the process of incorporating all situs and mailing addresses from all publicly-owned agencies into the parcel database. The first agency is the Los Angeles Unified School District. However, the County needs permission from and cooperation of other governmental agencies to include their parcels. The public cannot access ownership of any public or private parcel, but County employees can for internal use. A State law prohibits government agencies from showing privately-owned property of public officials due to security issues.

Chairperson Rosenthal asked if there is anything that identifies the specific property type, e.g. a school, the Assessor's Office, a health facility, etc. Mr. Fonda-Bonardi replied the County has not updated the use codes for publicly-owned properties.

A couple of years ago, the Urban Research Division conducted a search of County-owned properties and developed a list of about 7,700 parcels, half of which are flood control channels.

Chairperson Rosenthal asked if it were possible to get a use code for these parcels. Mr. Fonda-Bonardi stated that there are 49,000 publicly-owned parcels and many have a general government use code instead of more specific subcategories which exist. If the parcel is only a public sector use such as a fire or sheriff station you might not find a use code in the table or database.

Mr. Fonda-Bonardi stated that the Assessor controls use codes. Mr. Solano clarified that the Assessor controls the unincorporated areas but incorporated cities control their areas. Mr. Fonda-Bonardi stated that if this information is to be represented to the

public or to the consuming public sector employees he would be cautious in making up use codes.

Chairperson Rosenthal inquired about starting with the largest and going to the smallest public agency to acquire parcel addresses and asking for an identification of parcels use codes. Mr. Fonda-Bonardi agreed and stated that it would be ideal to start with County parcels.

Chairperson Rosenthal asked who should secure authorization to apply use codes. Mr. Fonda-Bonardi stated for County parcels, authorization would come from the CAO's Real Estate Division.

Mr. Fonda-Bonardi stated that the first step in this project is to acquire an accurate list of parcel addresses in the County and experiment with the use codes prior to going out and applying the use codes to other agencies and their parcels. Mr. Fonda-Bonardi stated that accurate addresses are important for public safety.

Mr. Solano stated that approval to change the use codes would be required by the Assessor or Assistant Assessor.

Mr. Solano stated the Regional Planning website integrated their GIS System with the Property Database and that the "use code" and "type" is actually one field. He also stated that the Assessor controls all the use codes for County parcels. It was agreed that the Assessor should be approached and shown the benefits of developing use codes to describe County-owned property.

William Dawson, Deputy Director of Real Estate, Chief Administrative Office, stated the CAO does not have the resources to authorize the Assessor to proceed with the classification and that he would need to consult with David Janssen. The specific use and identification of County-owned property listed on the Real Estate Database System can be brought up as a layer on the GIS System and that information can be integrated.

Mr. Fonda-Bonardi stated that some components were not assembled into one application and there is no integrated application at present.

Klaus Kreimann, Real Estate Division Leasing and Space Management, Chief Administrative Office, stated that his section is working on an application to tie the two systems together. The division has a target date of March 2005.

Mr. Megerdichian provided a chart listing the County's land use codes. At this time there is no priority or budget assigned from either the Assessor's Office or the CAO to evaluate all County property and assign correct use codes.

Connie Sullivan, Urban Research, Chief Administrative Office, stated that currently inputting use codes is not a priority.

Mr. Kreimann stated that the current Real Estate Database can and does keep track of all County property with buildings using different use codes.

Chairperson Rosenthal asked the speakers where they would initially access a system or a database so they could work their way through when the systems are implemented to establish connectivity to the GIS. Mr. Kreimann stated that they can do it with their system.

Mr. Megerdichian stated that the purpose of the chart listing the County's land use codes was to break down which entity owned what parcel. At present, 75% of the database lists "other" for public parcels. The Assessor would need to encode the County's property by parcel to make the Assessor's Use Codes viable. In the past, the Urban Research of the CAO provided the data generation to the Assessor for posting to the system.

Mr. Fonda-Bonardi demonstrated the Real Estate system revealing the potential for listing all County property, making the applications the Commission seeks assessable. The next phase is to secure the interest of other governmental agencies to provide their information to have a clearer picture of the multiple layers of government.

Chairperson Rosenthal stated that there are eight civic centers within the County with multiple layers of government whose participation in this project is essential.

Mr. Dawson stated the County has the data the Commission seeks in its database (BDR) which works with the GIS System. His department is looking at a new database having the same functionality but is easier for various agencies to access.

Mr. Kreimann stated that their system tracks tenant government agencies utilizing space in County buildings and where the County is the tenant in non-County property. It does not list other government agencies in the non-County property.

Commissioner Epstein asked how LAUSD was the first agency to be in the program. Mr. Fonda-Bonardi explained that he secured LAUSD's participation and the agency agreed to pay for the work since it would be of value to them to have a parcel database to track their over 2,000 parcels. His reasons for listing the addresses are 911 call identification and application by the Registrar Recorder for polling locations and staffing.

Vice Chairperson Gray asked if Mr. Fonda-Bonardi examined the involvement of homeland security or FEMA (Federal Emergency Management Agency) and/or any other emergency agency that could benefit from this application. He stated he had not looked into that arena.

Mr. Fonda-Bonardi stated that in the Parcel Database shown earlier, there is an Agency Class Code that is little known even in public service that identifies an organization's property even by its former name. Chairperson Rosenthal asked him for the Agency Class Code listing.

Commissioner Leiga asked for a clarification in that this code could separate all public from private parcels and that all public parcels can be separated by agency. Mr. Fonda-Bonardi stated that it could. Mr. Fonda-Bonardi also stated that there are about 500 agencies.

Mr. Fonda-Bonardi that the CAO is preparing to collect all parcel addresses belonging to each agency. Chairperson Rosenthal asked for a list of the three operative fields.

Chairperson Rosenthal asked if there were any policy issues integrating other jurisdictions data into the GIS System in terms of public properties. Mr. Fonda-Bonardi stated that for the Assessor's system approval would be required by the Assessor. He was not certain of the requirements for the BDR System.

Chairperson Rosenthal asked if the program were made available under license to another jurisdiction, they could mount it under their own equipment, operate it just like the County's BDR, and integrate it with GIS. Mr. Fonda-Bonardi stated that the potential is there. Mr. Dawson stated that it couldn't due to the licensing agreement of the foundation program for the BDR. The Department of Public Works and the Department of Parks and Recreation are the only two departments that will have access to the new program. Based on policy, any department can have access as long as they sign a contract with the County.

DEMONSTRATION OF THE REAL ESTATE MANAGEMENT SYSTEM (REMS)

Mr. Kreimann presented the abilities of REMS, the expected modifications and the implementation timeline. Mr. Kreimann also provided a brief history starting with the recommendation by the Citizens Economy and Efficiency Commission (1995) to the Chief Administrative Officer to implement a comprehensive real estate land holding information system. He briefly discussed the purpose (to improve the use and effectiveness of County real assets), business and strategic goals, principles behind the goals, scope, overview, system modules, GIS integration, ad hoc reporting, milestones, progress and scheduled projections for REMS. The system will be able to link to leases and deeds. Refinancing is tracked.

Chairperson Rosenthal stated that he thinks this project will benefit everyone and that there should be a discussion of how this should take place and instead of why it can't be done. He also noted that there may be other agencies who are interested enough to pay for the process. Chairperson Rosenthal requested the Assessor staff send the Commission staff an official invitation to the GIS meeting and he asked the Assessor staff to attend the October meeting to hear what City of Los Angeles has to say regarding the GIS.

STUDY COMMITTEE AND TASK FORCE STATUS REPORT

The Gateway to Solutions Task Force is scheduled to meet with Caltrans officials after today's meeting to review the responses received from the cities.

MATTERS NOT ON THE POSTED AGENDA (TO BE PRESENTED AND PLACED ON THE AGENDA FOR A FUTURE MEETING)
There were none.

PUBLIC COMMENTS
There were none.

ADJOURNMENT
The meeting was adjourned at 11:22 a.m.

ATTENDANCE

MEMBERS PRESENT
Richard Rosenthal
Patricia Gray
Wendy Brogin
Walter Coombs
Shana Epstein
Gordon Gray
Rodrigo A. Guerra, Jr.
Algird Leiga
Debby O'Connor
William Selditz
Frank Venti

MEMBERS NOT PRESENT
Sharon Martinez
Kenneth Rozell
David Spence
Terri Tippit

STAFF
Martha Littlefield
Ken Wales